

Approved at February 15, 2006 HLSP Meeting

SENYLRC Hospital Library Services Program Advisory Committee Meeting Minutes

December 1, 2005

Present: F. Appell, S. Ben-Dor, P. Carroll-Mathes, J. Caudill, M. Cirillo, M. Evans, M. Farley, K. Fiola, S. Moss, V. Roberts, T. Snead

Meeting (at SENYLRC) called to order at 9:40 am by M. Farley.

Issues/Items Discussed

1. Attendance: Members were reminded to attend all meetings. Guidelines state that “2 consecutive meeting absences that are non excused or 3 absences (whether excused or unexcused) will result in forfeiture of voting privileges for the remaining year and subsequent year”.
2. Ovid Contract: Patricia Carroll-Mathes reported that we have 100% HLSP participation in the purchase of Ovid packages. Half purchased 50 titles; half got 100 titles. We will need to purchase a second Serials Solutions to accommodate the two different levels. This will add approximately \$130 to each library’s electronic resources package.
Archival Access: We will still get archival access to titles (except association publications) in the current package up through publication year 2005. These will be included in Serials Solutions.
Ovid Contract: Ovid requirements for New York State have been met, and the NY total was 27% over the minimum necessary order. Southeastern’s order was \$53,000, and the rest of the state was >\$200,000. Libraries are prohibited from canceling any of their print journals included in their packages. Our increase will not be more than 7% for 2007 and 2008.
3. Other Electronic Resources: Statistics were inspected. Title changes in StatRef were reviewed. Harrison’s could possibly be folded into StatRef in future years; it has already been renewed for this year. Cochrane has been renewed.
4. Bed Size: Bed size, for the purposes of determining cost share, etc., is the state-licensed number of beds, not the actual number of beds in a hospital.
5. Board Update: An Eagle Scout was recently honored for fixing the front steps and making a cement walkway at the side entrance. The Board is reviewing preliminary results of the web survey, focus groups, and phone interviews as part of the preparation of a new Strategic Plan. Several HLSP members attended focus groups and felt they were productive. Building renovations at Southeastern are complete, and efforts are being made to lease the extra space. Subsidized delivery is to be

discontinued, but this has still not been resolved due to concerns of the affected libraries. Chris Hyzer is leaving Southeastern; several good candidates have been interviewed.

6. Continuing Education Reports: Mary Jo Russell, who, with several others, attended a Financial Management workshop handed out her notes of the top 10 ideas and a bibliography. Sue Ben Dor, who attended a workshop on blogging, explained the relationship between blogging and RSS feed; she offered to help others set up their own blogs. There was interest in another CE program at Southeastern on blogging, but this idea was deferred in favor of other CE offerings.
7. Electronic Usage Statistics: It would be useful to know which journals are actually accessed through Serials Solutions. This data is available, but it takes a lot of Southeastern staff time to compile. Compilation will be provided at the next meeting for 2005.
8. Ellenville Regional Hospital: A letter received from them requesting a waiver of the requirement of 10 hours of staffing per week was provided. The committee already recommended at their last meeting that this waiver be approved and SENYLRC will follow up with the hospital as discussed at the same time. The Board has been informed.
9. Columbia Memorial Hospital: They purchased the 100 title collection, and physicians have agreed to fund the electronic resources while the hospital creates a budget line for staffing and materials to begin to meet the criteria.
10. Listserves were reviewed and a copy of the subscribers to medliblist@senylrc.org was distributed.
11. Southeastern HLSP Priorities: Patricia Carroll-Mathes hopes the newly designed Web pages to be up in January. The next priority will be to post to the Web all the marketing materials that have been released. Finally, Patricia hopes to visit all hospital libraries and is willing to make presentations to their medical staffs as requested
12. Library Journal Article: There was a discussion of an article that appeared in the November 15, 2005, issue of *Library Journal*, "RX for Hospital Libraries". It is important for JCAHO to increase their standards for hospital libraries. MLA is focused on this through efforts of MJ Toohey, current president.
13. ERAC: Frank Appell serves on ERAC, Electronic Resources Advisory Committee, and would welcome our questions and comments.

Actions/Recommendations

- Minutes: Mary Jo Russell moved and Frank Appell seconded that the minutes of the 9/8/05 meeting be accepted. The motion carried.
- Recorders: The taking of minutes will be rotated alphabetically through the committee members, starting with Mary Evans. Those who have taken minutes many times recently may request to be skipped during the first rotation.

- Ovid Title Changes: There will be quarterly changes to the list of available titles. A process is needed to solicit input and incorporate ideas from both HLSP members and all 3Rs Councils. For the current changes, Patricia Carroll-Mathes will receive suggestions from HLSP members for substitutions for *Journal of Urology* which is being withdrawn. One idea is to add on the most requested journal that did not make the cut for the current list. Patricia will contact other libraries statewide for their input. Next year, it was proposed that we make our journal suggestions in June and have the list sent statewide in July for comment. Other councils should be given a time limit and should be expected to follow the process in order to have input.
- Thank You to SE Staff: Twila Snead proposed and the committee concurred that a thank you should be given to SE staff for their resolute efforts in getting the Ovid contract in place.
- StatRef Title Additions: It was decided to add *Therapeutic Modalities for Physical Therapists* and *Guide to Culturally Competent Health Care*, increasing the cost of each library's package by about \$30 for 2006.
- Thank You to Chris Hyzer: Maryallison Farley will send a letter to Chris Hyzer thanking him for his knowledgeable, unflappable, and helpful efforts on behalf of the HLSP program.
- Excel Training: It was decided to have a half-day introductory Excel workshop following our next HLSP meeting. A volunteer, known to both Jesse Caudill and Frank Appell, will be approached to be the presenter. (Sue Ben Dor and Twila Snead were also suggested as instructors.) This should be followed later in 2006 by a full day class tailored to our library needs. Patricia will contact UNYOC to learn how it might be possible to get their sponsorship of this program or others.
- MLA CE Program: It was recommended that we have a MLA program in the fall of 2006. It could be Evidence-Based Practice or Measuring the Value of Hospital Libraries or something else. SENYLRC should explore joint hosting with other HLSPs such as Capital District.

Meeting End Time: 12:30 pm

The regular meeting was followed by a demonstration of Cochrane by Frank Appell.

Next Meeting (Date and Time): Wednesday, February 15, 2006, 9:30-12:00, at SENYLRC

Recorder: Mary Evans